



Journal of Religion and Popular Culture Submission Guidelines for Authors

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Subject Matter and Scope

The [Journal of Religion and Popular Culture](#) is a web-based, peer-reviewed journal committed to the academic exploration, analysis and interpretation, from a range of disciplinary perspectives, of the interrelations and interactions between religion and religious expression and popular culture, broadly defined as the products of contemporary mass culture. The journal is based in Canada, but international in scope, and open to explorations of religion and popular culture in a variety of nationalities and cultures.

The [JRPC](#) is published three times per year with the support of the Social Sciences and Humanities Research Council of Canada. The [JRPC](#) is published by the [University of Toronto Press](#). It is a member of the [Canadian Association of Learned Journals/Association Canadienne des Revues Savantes](#).

Peer-Review Process

The [Journal of Religion and Popular Culture](#) uses a bilingual online peer-review system called [ScholarOne Manuscripts](#) where authors, peer reviewers, and book reviewers can submit articles, evaluations, and book reviews online. From initial submissions to finished proofs, [ScholarOne Manuscripts](#) streamlines the publication process to make it easy and effective for authors, reviewers, and editors alike. When your article is ready for submission, you will submit it through the [ScholarOne Manuscripts](#) interface.

Blinding

The [Journal of Religion and Popular Culture](#) uses a double-blind peer-review process. Blinding a manuscript entails removing all references to your name and publications, and to the setting and participants in your research, where relevant. To blind your manuscript, substitute your name (and any coauthors' names) in the text in any reference that would identify you. For example, if you are referring to one of your previously published articles, change the citation "(Jones, 2003)" to "(Author, XXXX)." In the reference list of your manuscript, do not list the title of the article, the journal, or any other identifying information. For example, if you refer to three of your own publications in the text, list them as follows in the references:

Author (XXXX)
Author (XXXX)
Author (XXXX)

"Author" is then inserted into the reference list with the other "A" references. Do not insert "Author" references alphabetically with the letter that corresponds to your last name. When blinding the context of your research, use pseudonyms for the names of institutions or participants, and do not identify the city or town in which the research took place if it could serve to identify the participants and/or the institution. For example, "a bilingual university in Ottawa" is inadequate blinding because there is only one such university. Similarly, "a French-medium elementary school in St. Catharines, Ontario" is not blind because there is only one such school. Try to avoid including any other characteristics that might lead to the identification of the individuals or institutions involved.



Please also remove any information that would identify you from the “Properties” section of your Word file.

Manuscripts that have not been blinded will be returned to the authors for blinding before they are sent out to the reviewers, which delays the publication process. If the article is accepted for publication, authors must restore all personal information and references to their article.

Manuscript Submission Process

Prior to submitting your article, you will have to register through the [Journal of Religion and Popular Culture's](#) online peer-review system [ScholarOne Manuscripts](#). You will be submitting your final manuscript as a digital file by using [ScholarOne Manuscripts](#).

The [JRPC](#) is interested in submissions which investigate religion and religious expression in relation to the following areas of contemporary popular culture: fan culture, comic books, popular novels, popular film, television, radio, popular journalism, print media, Internet, popular art and architecture, popular religious movements, advertising, popular music, and video games. However, potential contributors should consider this list as representative, not exhaustive; please consult the Academic Editor to discuss possible submissions in other areas.

All articles must be the author's original work, previously unpublished, and not being reviewed for publication with another journal.

After you submit your article, the article will be peer-reviewed by qualified academics in the field. Based on this evaluation, you will receive one of the following responses: accepted as is, rejected, or returned for further revisions. This is a process that can take weeks or months, please be patient.

Upon initial submission, all supporting files including figures and illustrations, tables, and images must be submitted within the text. Once the manuscript is accepted for publication please use the phrase, “Table/Figure [1] about here” in the places where your table or figure should appear in the final copy of the manuscript and submit your figures as supplementary files with the correct specifications on [ScholarOne Manuscripts](#).

Report Guidelines

The [JRPC](#) publishes reports from time to time from academic conferences, panels, and forums in the area of Religion and Popular Culture, particularly when these are germane to issues of method and theory in the area of study. Such reports are to be submitted on [ScholarOne Manuscripts](#) and will be evaluated by the Academic Editor and the Editorial Board as to whether they merit publication in the [JRPC](#). Submissions should follow the Guidelines outlined below; however, no abstract is necessary. Reports must not exceed 5,000 words.

Manuscript Requirements

The final revised manuscript in digital format should be single-spaced, preferably in a 12-point font, and must have a complete bibliography of all sources cited. Please keep the word count to approximately 7,000.



Headings should follow the following format: First-order headings should be in **bold typeface**; second-order headings should be in *italic typeface*; third-order headings should be in roman typeface. If there are more than three subheadings, indicate the level as appropriate.

Except in the most obvious instances (i.e., biblical references), abbreviations should be avoided. For abbreviations of biblical books, see the comprehensive listing compiled by the *Journal of Biblical Studies*. Please do not improvise on format.

Use only one space after a period, colon, semicolon, and comma. Use an en-dash for date and page ranges, and an em-dash (without spaces on either side of it) as an interrupter. Refer to [Chicago Manual of Style, 16th edition](#) for further grammatical guidance.

Avoid page-layout formatting. The text should be aligned flush left and ragged right; do not justify or centre.

Use hard returns at the end of paragraphs only. Let your software make line breaks (word wrap), and do not add extra line spaces between paragraphs.

Please do not include any running headers or footers (although page numbers are acceptable).

Use Microsoft Word's line-numbering feature (under the Page Layout tab in Office 2010) so that reviewers can easily reference your work.

Documentation

All sources must be documented in **Chicago Author-Date** style according to the Chicago Manual of Style, 16th edition. (Examples of **Chicago Author-Date** style follow.)

T= Parenthetical text citation R=Reference List (adapted from the California State University, Los Angeles Library Guide)

Book—Rules: 16.90-99, 16.103, 17.20

T (Donald 1991)

R Donald, Merlin. 2001. *A mind so rare: The evolution of human consciousness*. New York: Norton.

R ——. 1991. *Origins of the modern mind: Three stages in the evolution of culture and cognition*. Cambridge, MA: Harvard University Press.

Journal—Rules: Rules: 17.159, 17.169

T (Ryan 1988)

Either style below is correct, but be consistent.

R Ryan, M. J. 1988. Energy, calling, and selection. *Am Zool* 28:885-98.

R Ryan, M. J. 1988. Energy, calling, and selection. *American Zoology* 28:885-98.

Web-based article—Rules: 17.11, 17.12, 17.237

T (Heart Rhythm Society 2005)

R Heart Rhythm Society. Cadiac ablation. <http://www.hrspatients.org/patients/treatments/>



cardiac_ablation.asp (accessed 4 August 2005).

Additional Elements for Submission

Contact Information

Please complete all sections of the [ScholarOne Manuscripts](#) registration section.

Abstract and Keywords

Your abstract must be approximately 100 words and written in the language of the paper. It should be a brief summary of the key points of the article.

Following your abstract, include a list of 10 keywords or less, which will enhance discoverability through the [Journal of Religion and Popular Culture Online](#), search engines, and databases.

Letters of Permission

Provide a copy of permission to use copyrighted material, if applicable. Please note that failure to include letters of permission to use copyrighted material will, at the very least, delay the publication of the manuscript until the letters of permission have been received by the University of Toronto Press.

Tables and Figures

Tables and figures should be included within the text upon initial submission. Once accepted for publication please remove the figures from the text and indicate exactly where each table and figure belongs. Use the phrase “Table/Figure [1] about here” in the places where your table or figure should appear in the final copy.

Tables

Use the Tables function in Word (under the Insert tab in Office 2010) to create your tables; please do not use tabs or spaces to align columns. Avoid using vertical lines in tables. Horizontal lines are acceptable.

The title should be typed above the top horizontal line. The source and any notes should appear below the bottom horizontal line. Align decimal points and commas.

Figures

The font used for figures that include text should be Helvetica or Arial.

Provide a separate EPS, JPEG, or TIFF file (resolution at 600 pixels per inch) in RGB colour or black and white, as appropriate, for each figure; glossy photographic prints at publication size or larger are acceptable, especially for complex graphics.

If you choose to submit figures (line drawings) produced in Adobe Illustrator, please “outline” the type prior to making the EPS files. This eliminates problems with font incompatibilities. If you are using CorelDRAW to produce figures (line drawings), convert the type to curves before making the EPS files. Converting type to artwork eliminates compatibility problems with fonts.



Captions

Please provide captions in the text for all tables and figures. Once the manuscript is accepted for publication you will be required to resubmit tables and figures as supplementary files with the appropriate captions on [ScholarOne Manuscripts](#).

Notes

Notes should appear as embedded endnotes (not as footnotes). Use the Footnotes/Notes function of your word processor to create your endnotes.

Copyright Agreement

Upon manuscript acceptance all authors will be expected to sign a copyright agreement.

Queries

“[How to Alienate Your Editor: A Practical Guide for Established Authors](#)”, written by Stephen K. Donovan and published in the [Journal of Scholarly Publishing](#), is an excellent article on classic mistakes made during the submission process. Also useful is “[Surviving Referees’ Reports](#)” written by Brian Martin and also published in [Journal of Scholarly Publishing](#).

Questions relating to any of the above details may be directed to the [Journal of Religion and Popular Culture](#) Editor at the address below:

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